

**HERITAGE COMMISSION  
Meeting Minutes  
December 4, 2014**

The Heritage Commission held its regular monthly meeting in the City Council Chambers, City Hall Annex, 37 Green Street, Concord, New Hampshire, on Thursday, December 4, 2014, at 4:30 p.m.

**1. Call to Order and Seating of Alternates:**

The Chair called the meeting to order at 4:36 p.m.

Present at the meeting were Chair Phil Donovan, and Members Carol Brooks, Richard Jaques, Bryant Tolles, John Regan, Fred Richards, and Councilor Shurtleff. City Planner Nancy Larson, Assistant City Planner Heather Shank, and Administrative Specialist Patricia Murray were also present.

Chair Donovan introduced Heather Shank, Assistant City Planner.

**2. Approval of Minutes of the November 6, 2014 meeting:**

The Commission considered the minutes of the November 6, 2014 Heritage Commission Meeting.

Mr. Jaques moved to approve the November 6, 2014 minutes as written. Ms. Brooks seconded the motion and the motion passed unanimously.

**3. New Business**

Demolition Review - Committee Review/Heritage Commission rules – would like to schedule a public discussion at January 8, 2015 meeting.

Chair Donovan stated the Demo Review under code enforcement consists of 3 members and 2 alternates. This will be discussed more fully next month.

**4. Regular business**

**a. Demolition Review – Committee Report**

No update

**b. Heritage Sign Program**

No update or new applications.

**c. Update on Demolition Permit funding**

No update.

**d. Report by Member Richards in regards to NH Division of Historical Resources study of demolition review.**

Continued to January 8, 2104

**5. Informational Items**

**a. Status of the Gasholder building roof repairs.**

Chair Donovan stated construction has stopped. Mr. Regan informed the Commission that Deb Hale has left Liberty Utilities. Mike Licata is now in the position.

**6. Any other business to come before the Commission**

- Ms. Larson stated Craig Walker received a demo application to demolish a 396 sq. ft. barn at 153 North State Street at the corner of Walker Street. It does not trigger demo review because it is not large enough but wants Heritage Commission to know of it. Mr. Richards suggested enlisting the help of NH Historical Society. He will conduct a site visit.

There being no further business to come before the Commission, Ms. Brooks moved to adjourn the meeting. Mr. Regan seconded the motion and the motion passed unanimously.

Chair Donovan adjourned the meeting at 4:55 pm.

Respectfully Submitted,

Nancy Larson  
City Planner